

GIS Project Locations Database and NR/GIS Metadata Database Login/Password Requests for Parks, Networks, and Programs

Version 6/23/2003

The form at <http://science.nature.nps.gov/locations/index.cfm?do=loginRequest> must be completed in its entirety and submitted to request a login/password for the GIS Project Locations Database. GIS users will share login/password with the NR/GIS Metadata Database when complete. Please read and understand the following before submitting a request for or utilizing a login/password. If you have questions, contact Danelle Malget or the coordinators listed below.

- Login/Passwords will only be assigned to NPS staff due to the sensitive nature of some data. The login/password as well as its use will be the responsibility of the NPS staff that requested and subsequently received it.
- For multiple logins at a park, network, or office, one NPS staff member must be designated as the official point of contact and request each login. As above, the login/password as well as its use will be the responsibility of the NPS staff member that requested and received it.
- Do not distribute a login/password to anyone other than the person designated on this form. What this means is that the author of this form will be responsible if the login/password is used to improperly retrieve or alter data.
- If a cooperator/contractor needs a login/password, then a NPS employee will need to apply for a login/password, which can then be given to the contractor. As above, the login/password as well as its use will be the responsibility of the NPS staff that requested and subsequently received it. Additional information in the request form is required if a contractor will use an assigned login/password.
- When a contractor has completed the obligation to the NPS, the "Delete this login/password" e-mail message should be sent to Danelle Malget or one of the coordinators listed below.
- Passwords will be changed every three months for security. If a login/password is forgotten, contact Danelle Malget or the I&M Information Manager or NR GIS Coordinator for verification or reassignment.
- Metadata authors should be familiar with NPS GIS/I&M and FGDC requirements for creating compliant metadata and data catalog records.

Login/password contacts for the GIS Project Locations Database:

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